

CHATTANOOGA PUBLIC LIBRARY
1001 BROAD STREET
CHATTANOOGA, TENNESSEE

MINUTES
BOARD MEETING-APRIL 19, 2016
12:00 P.M.

The Board of Directors of the Chattanooga Public Library met on April 19, 2016 at 12:00 p.m. with Board Chair, Karen McMahan, presiding.

Mr. Daniel Walker called the roll. The following members were present:

Erik Broeren
Herb Cohn
Kim Gavin
Micah Guster
Karen McMahan
Daniel Walker

Also present: Corinne Hill, Executive Director; Richard Beeland, Chief Administrative Officer; Mary Jane Spehar, Assistant Director; Valerie Malueg, City Attorney; William Sundquist, Chair, Friends of the Chattanooga Public Library; Natalie Phillips, Fiscal Analyst; Karen Brown, Administrative Manager; Nel Reid, Library Assistant.

Ms. Karen McMahan, Board Chair, called the meeting to order.

APPROVAL OF THE MINUTES OF THE MARCH 15, 2016 BOARD MEETING:

Mr. Micah Guster made a motion that the minutes of the March 15, 2016 meeting be approved. Mr. Daniel Walker seconded the motion. The motion was approved and carried.

TREASURER'S REPORT:

Fiscal Year 2016 with three (3) months of the budget year remaining:

Mr. Herb Cohn reported the library's income at 33% to be received within the remaining fiscal year. The library's expenses are at 41% to be expended within the remaining fiscal year.

Revenue is as follows: Automated Clearing House (ACH) Deposit received completing the FY16 State Metro Grant in the amount of \$106.47.

Expenditures are as follows: Deposit for Hoopla Midwest Tape in the amount of \$30,000.00

FRIENDS OF THE LIBRARY REPORT:

Mr. William Sundquist, Chair, Friends of the Chattanooga Public Library, reported that Friends of the Library have hired a new bookkeeper who will start in May 2016.

Friends of the Library's first half year membership renewal went out in March.

The Friends of the Library book sale took place at the Eastgate Town Center March 12, 2016 – March 21, 2016 and netted \$16,500.00. Teacher and Nonprofit Day was successful. Downtown Book Sales will take place again in June 2016.

Branch sales are open in the Northgate and Downtown Branches. Eastgate will be the next location.

The airport project has been approved. The goal is to open an honor book sale in the airport by mid-May before the summer travel season.

The Friends of the Library fundraising tool is almost complete.

Former Secretary of State, Riley Darnell, will be recognized by current Secretary of State, Tre Hargett at the Friends of Tennessee Libraries (FOTL) annual meeting on April 23, 2016 in Clarksville, Tennessee.

Mr. Sundquist will be attending the National Library Legislative Day in Washington, DC, May 2, 2016 – May 3, 2016.

September 18, 2016 is Imagination Library week in Tennessee.

Tennessee State Librarian, Chuck Sherrill, has agreed to be the speaker at the annual meeting of Friends of the Chattanooga Public Library on November 18, 2016.

COMMITTEE REPORTS:

There were no committee reports.

DIRECTOR'S REPORT:

Mr. Richard Beeland presented to the Board an update on the Chattanooga History Center.

Ms. Corinne Hill presented to the Board an update on the Library's Strategic Plan.

Ms. Corinne Hill presented to the Board a report on library staff travel for April – May 2016. A copy of the travel report is attached and made a part of these Minutes.

Ms. Corinne Hill presented to the Board a statistics report for the third quarter of the fiscal year.

Ms. Corinne Hill presented to the Board a report on the amount of funds expended from blanket contracts for the third quarter of the fiscal year.

There being no further business to discuss, Ms. Karen McMahon adjourned the meeting at 12:41 p.m.

A handwritten signature in black ink, appearing to read "Daniel Walker", written over a horizontal line.

Mr. Daniel Walker, Board Secretary

Travel Report

April-May 2016 Travel

Corinne Hill, Executive Director

May 14-17, 2016 Corinne will be a keynote speaker at the Massachusetts Library Association Conference, Hyannis, Massachusetts. (Paid for by the Massachusetts Library Association)

Lee Hope, Youth Services Director

May 6, 2016 Lee will be attending the Volunteer State Book Award Committee meeting at Brentwood Public Library, Brentwood, Tennessee. Lee is a member of this committee. (Paid for by Chattanooga Public Library)